



CITY OF DONNELLY
P.O. Box 725
169 Halferty Street
Donnelly, ID 83615
Telephone (208) 325-8859

AGENDA CITY COUNCIL MEETING

Monday, September 9th, 2024, at 6 PM
Donnelly Community Center

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIENCE

CONSENT AGENDA: *(one motion needed for the Consent Agenda)*

City Council Minutes – August 19, 2024

Vouchers – August 14 thru September 04, 2024

Treasurer Report – August 2024

Payroll Summary – August 22 and September 5, 2024

PUBLIC COMMENT:

The public may wish to bring forward and discuss any subject whether on the agenda or not. Please limit comments to three (3) minutes. **The City Council will not take any action or make any comments.** To request Council action during the Business portion, contact the City Clerk at least one week in advance of a meeting.

DISCUSSION ITEM:

BUSINESS AGENDA (Action Items):

STAFF REPORTS:

ADJOURNMENT:

Any person needing special accommodation to participate in the above noticed meeting should contact the City Clerk's Office at Donnelly 208-325-8859, at least 24 hours in advance of the meeting date.



CITY COUNCIL
Monday, August 19, 2024, at 6:00 PM
Donnelly Community Center
MINUTES

CITY OF DONNELLY
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Meeting called to order by Mayor Dorris at 6:00 p.m.

Roll Call: Mayor Dorris, Councilmember Davenport, Councilmember Minshall, Councilmember Henggeler, Councilmember Spade, and Clerk Clemens present.

Mayor Dorris lead Pledge of Allegiance.

CONSENT AGENDA

Motion by Davenport, 2nd by Spade to accept the consent agenda as written. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

PUBLIC COMMENT

Mayor Dorris asked for any public comment.
No public comment

DISCUSSION ITEM

BUSINESS AGENDA: (Action Items)

AB 24-32 Donnelly Community Pathways – Brett Shepherd

- Placement of “Share the Road” signs along West Roseberry Road to Dawn Drive.
- 2 Crosswalks to be placed (1) West Roseberry and Airport (2) Dawn Drive and Airport.
- Work with City Public Works for locations
- Snowmobile access on pathway.

No Action Taken

PUBLIC HEARING FY25 BUDGET

- Tentatively approved budget FY25
- Mayor Dorris opened the Public Hearing at 6:16pm
- City Clerk Clemens presented the proposed FY25 budget.
- No written comments received
- Mayor Dorris asked for public comment. No public comment.
- Mayor Dorris closed the Public Hearing at 6:17pm.

Motion by Minshall, 2nd by Henggeler to approve the FY25 City Budget. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.



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AB24-33 Ordinance No. 265 – FY25 Budget Ordinance (Action Item)

Motion by Minshall, 2nd by Henggeler pursuant to Idaho Code Section 50-902, that the proposed Ordinance No. 265 pass its first reading by title only. Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

Motion by Minshall, 2nd by Henggeler pursuant to Idaho Code Section 50-902, that the rule requiring ordinances to be read on three different days with one reading to be in full to be dispensed with and that proposed Ordinance No. 265 be considered read, passed, and adopted after being read by title only.

City Clerk read Ordinance No. 265 by title only into record.

No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

AB24-34 Agreement to Perform Engineering Services for City of Donnelly -DC Engineering (Action Item)

- Provide support onsite/remote to the city for adjustments and troubleshooting to the existing water distribution PLC control system.

Motion by Henggeler, 2nd by Spade to approve the Agreement with DC Engineering to Perform Engineering Services for PLC Control System with the potential change of the liability insurance being more than \$500,000. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

STAFF REPORT

Staff report was included with packet.

ADJOURNMENT

Motion by Henggeler, 2nd by Spade to adjourn meeting. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes), Spade (yes). Motion carried.

Adjourned at 6:33 p.m.

ATTEST: Lori Clemens, City Clerk

09/04/24
13:33:10

CITY OF DONNELLY
Claim Details by Posted Date
For Claims from 08/14/24 to 09/04/24

Page: 1 of 6
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6596	15153S 999998	BRUCE DYRUD	252.16						
Reimbursement									
1	Amazon 09/03/24	Clothing Reimbursement	252.16			10 43010	553		10100
	Total for Vendor:		252.16						
6595	15154S 257	CASCADE HARDWARE	193.66						
Billing									
1	2024.08 08/31/24	Parks Maintenance-Sign	58.71			10 44100	456		10100
2	2024.08 08/31/24	Shop Supplies	67.26			10 43010	461		10100
3	2024.08 08/31/24	Water Maintenance	67.69			51 43400	434		10100
	Total for Vendor:		193.66						
6585	-99265E 350	COLUMN SOFTWARE PBC	189.55						
Publications									
1	35F3C404-0 08/20/24	Ordinance 265 FY25 Budget	123.21			10 41100	530		10190
2	35F3C404-0 08/20/24	Ordinance 265 FY25 Budget	66.34			51 41100	530		10190
	Total for Vendor:		189.55						
6586	15146S 999999	DOUBLE R CONSTRUCTION	13,775.00						
193 FW Gestrin City Park Gazebo									
1	1393 08/26/24	Scheduled Draw -Gazebo Constru	13,775.00			15 41100	922		10100
	Total for Vendor:		13,775.00						
6597	15155S 272	DRAKE DIVERSIFIED LLC	375.00						
Monthly Water System Operational Services									
1	2113 09/01/24	Water System Services	375.00			51 41100	360		10100
Monthly CONTRACT FEE									
	Total for Vendor:		375.00						
6598	15156S 149	DUBOIS	414.60						
sodhypo									
1	IN-3032612 08/27/24	chemical	414.60			51 43400	462		10100
	Total for Vendor:		414.60						

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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6599	15157S	48 FRANKLIN BUILDING SUPPLY CO.	181.79						
Billing									
1	2027128	08/29/24 Exterior Stain	181.79			10 44100	452		10100
Total for Vendor:			181.79						
6600	15158S	197 IDAHO DEPT OF ENVIRONMENTAL	650.00						
Public Drinking Water System Annual Fee Assessment									
1	CI7070	09/01/24 Assessed Connection	650.00			51 41100	520		10100
Total for Vendor:			650.00						
6587	15147S	66 IDAHO POWER	1,151.36						
Power Billing									
1	2205677988	08/20/24 City Hall / Maintenance	85.14			10 41100	416		10100
2	2205677988	08/20/24 City Hall / Maintenance	39.30			51 41100	416		10100
3	2205677988	08/20/24 City Hall / Maintenance	6.54			52 41100	416		10100
4	2204034223	08/20/24 Community Center	33.73			10 41100	416		10100
5	2201629405	08/23/24 Kiosk / Rest Area	27.02			10 43010	416		10100
6	2206076560	08/20/24 Fire Pump	321.09			51 41100	416		10100
7	2200223291	08/20/24 Water Supply	25.84			51 41100	416		10100
8	2201910078	08/20/24 Street Lights	134.88			10 43010	416		10100
9	2206228211	08/20/24 Main Street Lights	28.34			10 43010	416		10100
10	2207365186	08/20/24 NW Pump	342.87			51 41100	416		10100
11	2207493590	08/22/24 Camp Host Site	53.25			10 44100	451		10100
12	2201510134	08/20/24 DDC Unit #5	26.34			10 44300	416		10100
13	2208695581	08/23/24 193 FW Gestrin Gazebo	27.02			10 43010	416		10100
Total for Vendor:			1,151.36						
6588	15148S	95 JERRY'S AUTO PARTS	43.10						
Billing									
1	546-408884	08/08/24 Wiper Blades	43.10			10 43010	434		10100
Total for Vendor:			43.10						
6612	15159S	999998 KENNETH MINSHALL	600.00						
Cell Phone Reimbursement									
1	FY24	09/03/24 Cell Phone Usage	240.00			51 41100	436		10100
2	FY24	09/03/24 Cell Phone Usage	360.00			10 41100	436		10100
Total for Vendor:			600.00						

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6601	15160S	165 LAKESHORE DISPOSAL	1,877.13						
Trash Services									
1	2024.09 08/24/24	Trash Collection	1,648.20			51 41100	414		10100
2	26857060S2 09/01/24	DDC Trash	139.90			10 44300	414		10100
3	26857480S2 09/01/24	Campground Host	28.73			10 44300	414		10100
4	2024.09 08/24/24	Overage	60.30			10 41100	414		10100
Total for Vendor:			1,877.13						
6611	15161S 999998	LORI CLEMENS	600.00						
Cell Phone Reimbursement									
1	FY24 09/03/24	Cell Phone Usage	600.00			10 41100	436		10100
Total for Vendor:			600.00						
6594	-99262E	216 MICROSOFT	67.50						
Internet									
1	E0100THA29 09/04/24	Email Service	37.50			10 41100	620		10190
2	E0100THB2Z 09/04/24	office 365	30.00			10 41100	620		10190
Total for Vendor:			67.50						
6602	15162S	154 NORTH LAKE RECREATIONAL SEWER &	8,976.00						
Contract Sewer Service									
1	95-10-00 09/01/24	Contract Services	8,976.00			52 41100	541		10100
Total for Vendor:			8,976.00						
6589	15149S	178 ORKIN /SAWYER, INC	134.00						
community center / city hall pest control									
1	988143 08/15/24	Pest Control Application	134.00			10 41100	431		10100
Total for Vendor:			134.00						
6603	15163S 999999	PAINT FX INC	950.00						
Crosswalks									
1	081524 08/15/24	Crosswalks	950.00			10 44100	900		10100
Total for Vendor:			950.00						

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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6593	-99263E	315 PETERSON STAMPEDE	267.63						
Dodge Service									
1	87539 08/27/24	Dodge Service	267.63			10 43010	434		10190
Total for Vendor:			267.63						
6605	15164S	202 SILVER STAR COMMUNICATIONS	83.93						
telephone									
1	664073 09/01/24	telephone	54.56			10 41100	437		10100
2	664073 09/01/24	telephone	25.18			51 41100	437		10100
3	664073 09/01/24	telephone	4.19			52 41100	437		10100
Total for Vendor:			83.93						
6604	15165S	120 SINCLAIR FLEET TRACK (STINKER)	304.71						
Fuel									
1	2024.08 08/31/24	Dodge 3500	143.38			10 43010	481		10100
2	2024.08 08/31/24	Small Engine	50.69			10 43010	481		10100
3	2024.08 08/31/24	F150	70.19			10 43010	481		10100
4	2024.08 08/31/24	Credit	-2.33			10 43010	481		10100
5	2024.08 08/31/24	Skid Steer	42.78			10 43010	483		10100
Total for Vendor:			304.71						
6606	15166S	150 SPARKLIGHT	100.40						
Internet Services									
1	112446547 09/01/24	internet	65.26			10 41100	437		10100
2	112446547 09/01/24	internet	30.12			51 41100	437		10100
3	112446547 09/01/24	internet	5.02			52 41100	437		10100
Total for Vendor:			100.40						
6610	15167S 999998	SUSAN DORRIS	600.00						
Cell Phone Reimbursement									
1	FY24 09/03/24	Cell Phone Usage	600.00			10 41100	436		10100
Total for Vendor:			600.00						

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6590	15150S 999999	TRIPLE M REFRIGERATION	6,400.00						
	Pump House AC Unit								
1	119204 07/10/24	Pump House	6,400.00			51 43400	700		10100
	Total for Vendor:		6,400.00						
6584	-99266E 138	USPS	345.00						
	Postage								
1	020076 08/21/24	Forever Stamps	73.00			10 41100	614		10190
2	020076 08/21/24	Post Card Stamps	56.00			51 41100	614		10190
3	020076 08/21/24	Renewal Post Office Box-yr	129.60			10 41100	614		10190
4	020076 08/21/24	Renewal Post Office Box-yr	86.40			51 41100	614		10190
	Total for Vendor:		345.00						
6592	-99264E 171	VALLEY COUNTY TRANSFER STATION	26.28						
	Debris								
1	79756 08/29/24	Misc debris from city property	26.28			10 41100	414		10190
6609	-99261E 171	VALLEY COUNTY TRANSFER STATION	17.64						
	Debris								
1	80030 09/03/24	Misc debris from city property	17.64			10 41100	414		10190
	Total for Vendor:		43.92						
6591	15151S 329	WOODHOUSE CONSTRUCTION	6,977.52						
	Raising valve cans and replacement of hydrant- East Roseberry Road								
1	2504 08/21/24	East Roseberry Road Valve Cans	6,977.52			10 43010	970		10100
	Total for Vendor:		6,977.52						
6607	15168S 351	XEROX FINANCIAL SERVICES	220.82						
	Copier Maintenance								
1	6159152 08/15/24	copier maintenance	144.08			10 41100	611		10100
2	6159152 08/15/24	copier maintenance	65.78			51 41100	611		10100
3	6159152 08/15/24	copier maintenance	10.96			52 41100	611		10100
	Total for Vendor:		220.82						

09/04/24
13:33:10

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Claim Details by Posted Date
For Claims from 08/14/24 to 09/04/24

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6608	15169S	209 YORGASON LAW OFFICES PLLC	297.50						
Correspondence/Emails									
1	178	09/03/24 Legal Fees	297.50			10 41100	320		10100
Total for Vendor:			297.50						
# of Claims			29	Total:	46,072.28	# of Vendors	23		
Total Electronic Claims			913.60						
Total Non-Electronic Claims			45158.68						

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	2,906.79	36,063.14	64,220.00	64,220.00	28,156.86	56 %
111	Council Wages	780.00	8,580.00	9,360.00	9,360.00	780.00	92 %
112	Mayor Wages	260.00	2,860.00	3,120.00	3,120.00	260.00	92 %
210	Health	462.79	5,104.63	16,042.00	16,042.00	10,937.37	32 %
211	Vision	8.45	92.90	432.00	432.00	339.10	22 %
220	Social Security/Medicare	301.88	3,633.56	7,589.00	7,589.00	3,955.44	48 %
230	PERSI	477.99	5,173.33	8,974.00	8,974.00	3,800.67	58 %
250	Unemployment Insurance	16.35	185.99	630.00	630.00	444.01	30 %
260	Workers Compensation	0.00	510.00	639.00	639.00	129.00	80 %
290	Dental	25.99	285.99	1,044.00	1,044.00	758.01	27 %
961	Taxes	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	Account Total:	5,240.24	62,489.54	113,050.00	113,050.00	50,560.46	55 %
41100 Administration							
310	Audit & Accounting Services	0.00	5,070.00	5,070.00	5,070.00	0.00	100 %
320	Attorney/Legal Fees	682.50	3,762.50	28,500.00	28,500.00	24,737.50	13 %
321	Economic Development	0.00	0.00	2,000.00	2,000.00	2,000.00	%
330	Contract - Planning & Zoning	3,286.75	3,286.75	30,000.00	30,000.00	26,713.25	11 %
340	Contract Labor	0.00	3,920.00	10,000.00	10,000.00	6,080.00	39 %
341	Pass Thru Charges	-3,377.50	-55,424.50	75,000.00	75,000.00	130,424.50	-74 %
414	Solid Waste Collection	0.00	0.00	250.00	250.00	250.00	%
416	Electric & Gas	405.25	4,147.47	5,200.00	5,200.00	1,052.53	80 %
431	City Hall Repair & Maint	134.00	407.98	8,500.00	8,500.00	8,092.02	5 %
436	Cell Phone Mayor/Maintenance	0.00	0.00	1,800.00	1,800.00	1,800.00	%
437	Telephone, Telecommunications	119.82	1,284.66	1,850.00	1,850.00	565.34	69 %
456	Signs	0.00	90.00	1,000.00	1,000.00	910.00	9 %
510	Insurance - Liability	0.00	6,074.26	6,075.00	6,075.00	0.74	100 %
520	Dues & Fees	0.00	942.74	1,250.00	1,250.00	307.26	75 %
530	Publications- Newspaper	334.39	693.87	900.00	900.00	206.13	77 %
550	Travel Reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	%
551	Training & Education	0.00	0.00	2,650.00	2,650.00	2,650.00	%
552	Meals & Entertainment	0.00	0.00	450.00	450.00	450.00	%
605	Office Supplies	0.00	1,325.54	2,500.00	2,500.00	1,174.46	53 %
611	Copier Maintenance	5.08	1,460.10	4,800.00	4,800.00	3,339.90	30 %
613	IT - Computer	0.00	2,907.77	5,000.00	5,000.00	2,092.23	58 %
614	Postage	202.60	482.80	500.00	500.00	17.20	97 %
615	Grant Writing	0.00	0.00	5,000.00	5,000.00	5,000.00	%
620	Software - New	87.49	1,290.65	2,000.00	2,000.00	709.35	65 %
621	Software Maintenance Fees	0.00	7,685.80	7,500.00	7,500.00	-185.80	102 %
700	Capital Improvements	0.00	2,761.26	4,000.00	4,000.00	1,238.74	69 %
930	Reconciliation Discrepancies	0.00	-0.02	25.00	25.00	25.02	%
970	Grant Expense	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	1,880.38	-7,830.37	213,320.00	213,320.00	221,150.37	-4 %
	Account Group Total:	7,120.62	54,659.17	326,370.00	326,370.00	271,710.83	17 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 24

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
42000 Public Safety							
42000 Public Safety							
456	Signs	0.00	0.00	500.00	500.00	500.00	%
900	Public Safety	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	0.00	0.00	5,500.00	5,500.00	5,500.00	%
	Account Group Total:	0.00	0.00	5,500.00	5,500.00	5,500.00	%
43000 Public Works							
43000 Public Works							
700	Capital Improvements	0.00	0.00	7,500.00	7,500.00	7,500.00	%
	Account Total:	0.00	0.00	7,500.00	7,500.00	7,500.00	%
43010 Roads and Streets							
116	Roads & Street Wages	5,373.40	55,751.29	63,392.00	63,392.00	7,640.71	88 %
118	Snow Removal Wages	190.92	17,828.10	37,682.00	37,682.00	19,853.90	47 %
210	Health	876.63	10,782.60	9,084.00	9,084.00	-1,698.60	119 %
211	Vision	16.00	192.15	180.00	180.00	-12.15	107 %
220	Social Security/Medicare	425.66	5,628.89	6,625.00	6,625.00	996.11	85 %
230	PERSI	627.83	7,727.13	8,040.00	8,040.00	312.87	96 %
250	Unemployment Insurance	31.30	368.11	526.00	526.00	157.89	70 %
260	Workers Compensation	0.00	1,237.00	2,556.00	2,556.00	1,319.00	48 %
290	Dental	49.23	605.22	435.00	435.00	-170.22	139 %
340	Contract Labor	0.00	0.00	48,000.00	48,000.00	48,000.00	%
416	Electric & Gas	448.10	2,115.29	3,500.00	3,500.00	1,384.71	60 %
429	Snow Removal Maintenance	0.00	1,120.32	4,250.00	4,250.00	3,129.68	26 %
430	Road & Street Maintenance	174.26	14,149.99	35,000.00	35,000.00	20,850.01	40 %
432	Building Repairs & Maintenance	0.00	995.09	2,750.00	2,750.00	1,754.91	36 %
434	Equip. Maintenance	43.10	5,400.54	12,500.00	12,500.00	7,099.46	43 %
435	Equipment Lease Payment	0.00	0.00	10,000.00	10,000.00	10,000.00	%
454	Street Scape	0.00	1,218.94	3,000.00	3,000.00	1,781.06	41 %
455	Sidewalk, Curb, Gutter	0.00	53.74	4,000.00	4,000.00	3,946.26	1 %
456	Signs	0.00	0.00	1,750.00	1,750.00	1,750.00	%
460	Small Tools, Equipmen	1,825.72	2,153.84	9,750.00	9,750.00	7,596.16	22 %
461	Shop Misc Supplies	0.00	76.95	750.00	750.00	673.05	10 %
470	Dust Abatement	0.00	16,000.00	16,000.00	16,000.00	0.00	100 %
481	Fuel Gas	509.53	2,588.30	3,250.00	3,250.00	661.70	80 %
482	Diesel - Winter	0.00	1,665.65	4,750.00	4,750.00	3,084.35	35 %
483	Diesel - Summer	18.78	116.88	4,250.00	4,250.00	4,133.12	3 %
520	Dues & Fees	0.00	0.00	100.00	100.00	100.00	%
530	Publications- Newspaper	0.00	73.01	175.00	175.00	101.99	42 %
553	Clothing Reimbursement	0.00	500.00	1,500.00	1,500.00	1,000.00	33 %
700	Capital Improvements	0.00	0.00	20,000.00	20,000.00	20,000.00	%
900	Public Safety	0.00	381.45	500.00	500.00	118.55	76 %
970	Grant Expense	6,977.52	6,977.52	15,000.00	15,000.00	8,022.48	47 %
	Account Total:	17,587.98	155,708.00	329,295.00	329,295.00	173,587.00	47 %
	Account Group Total:	17,587.98	155,708.00	336,795.00	336,795.00	181,087.00	46 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 24

10 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
44000 OTHER							
44100 Parks and Recreation							
117	Park & Rec Wages	2,425.88	16,278.14	23,215.00	23,215.00	6,936.86	70 %
119	Airport Maint Wages	44.98	5,860.47	5,738.00	5,738.00	-122.47	102 %
210	Health	302.61	2,507.87	3,565.00	3,565.00	1,057.13	70 %
211	Vision	5.53	44.90	96.00	96.00	51.10	47 %
220	Social Security/Medicare	189.03	1,693.66	1,496.00	1,496.00	-197.66	113 %
230	PERSI	247.10	2,046.37	2,869.00	2,869.00	822.63	71 %
250	Unemployment Insurance	13.90	98.11	183.00	183.00	84.89	54 %
260	Workers Compensation	0.00	470.00	978.00	978.00	508.00	48 %
290	Dental	17.01	140.73	232.00	232.00	91.27	61 %
438	City Park Improvements	0.00	4,678.73	5,000.00	5,000.00	321.27	94 %
450	Racquet Court Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	%
451	Campground/Boatdock	260.22	4,324.13	3,750.00	3,750.00	-574.13	115 %
452	City Park Maintenance	483.97	1,260.74	1,250.00	1,250.00	-10.74	101 %
453	Rest Area/Kiosk Maintenance	0.00	29.95	500.00	500.00	470.05	6 %
456	Signs	0.00	0.00	500.00	500.00	500.00	%
460	Small Tools, Equipmen	0.00	4,119.97	16,250.00	16,250.00	12,130.03	25 %
700	Capital Improvements	0.00	6,300.00	10,000.00	10,000.00	3,700.00	63 %
900	Public Safety	0.00	0.00	2,000.00	2,000.00	2,000.00	%
925	Aiport Maintenance	35.16	375.16	3,500.00	3,500.00	3,124.84	11 %
	Account Total:	4,025.39	50,228.93	96,122.00	96,122.00	45,893.07	52 %
44300 Depot							
414	Solid Waste Collection	200.20	1,855.54	2,000.00	2,000.00	144.46	93 %
415	Water and Sewer	0.00	3,832.00	5,700.00	5,700.00	1,868.00	67 %
416	Electric & Gas	52.77	205.68	1,250.00	1,250.00	1,044.32	16 %
432	Building Repairs & Maintenance	4.48	548.24	7,500.00	7,500.00	6,951.76	7 %
700	Capital Improvements	0.00	0.00	50,000.00	50,000.00	50,000.00	%
960	Solid Waste Transfer Site Tax	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	257.45	6,441.46	66,950.00	66,950.00	60,508.54	10 %
	Account Group Total:	4,282.84	56,670.39	163,072.00	163,072.00	106,401.61	35 %
	Fund Total:	28,991.44	267,037.56	831,737.00	831,737.00	564,699.44	32 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 24

15 LOT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41100 Administration							
	922 Local Option Tax Expense	34,405.89	151,742.73	350,000.00	350,000.00	198,257.27	43 %
	Account Total:	34,405.89	151,742.73	350,000.00	350,000.00	198,257.27	43 %
	Account Group Total:	34,405.89	151,742.73	350,000.00	350,000.00	198,257.27	43 %
	Fund Total:	34,405.89	151,742.73	350,000.00	350,000.00	198,257.27	43 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 24

51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	1,341.61	16,642.71	29,640.00	29,640.00	12,997.29	56 %
111	Council Wages	360.00	3,960.00	4,320.00	4,320.00	360.00	92 %
112	Mayor Wages	120.00	1,320.00	1,440.00	1,440.00	120.00	92 %
115	Water & Sewer Wages	5,833.61	33,460.69	42,224.00	42,224.00	8,763.31	79 %
210	Health	805.47	5,345.18	11,586.00	11,586.00	6,240.82	46 %
211	Vision	14.71	96.32	312.00	312.00	215.68	31 %
220	Social Security/Medicare	585.66	4,237.16	5,933.00	5,933.00	1,695.84	71 %
230	PERSI	824.15	5,161.51	9,268.00	9,268.00	4,106.49	56 %
250	Unemployment Insurance	40.37	253.34	501.00	501.00	247.66	51 %
260	Workers Compensation	0.00	804.00	1,652.00	1,652.00	848.00	49 %
290	Dental	45.27	299.56	754.00	754.00	454.44	40 %
	Account Total:	9,970.85	71,580.47	107,630.00	107,630.00	36,049.53	67 %
41100 Administration							
310	Audit & Accounting Services	0.00	2,340.00	2,340.00	2,340.00	0.00	100 %
320	Attorney/Legal Fees	0.00	0.00	7,500.00	7,500.00	7,500.00	%
351	Maintenance Contractor	0.00	930.00	6,500.00	6,500.00	5,570.00	14 %
360	Water Operator	375.00	3,950.00	6,750.00	6,750.00	2,800.00	59 %
414	Solid Waste Collection	1,648.20	16,412.40	20,000.00	20,000.00	3,587.60	82 %
416	Electric & Gas	1,617.52	7,955.54	8,500.00	8,500.00	544.46	94 %
435	Equipment Lease Payment	0.00	0.00	5,000.00	5,000.00	5,000.00	%
436	Cell Phone Mayor/Maintenance	0.00	0.00	240.00	240.00	240.00	%
437	Telephone, Telecommunications	89.30	966.91	1,250.00	1,250.00	283.09	77 %
481	Fuel Gas	0.00	0.00	600.00	600.00	600.00	%
510	Insurance - Liability	0.00	2,803.50	2,804.00	2,804.00	0.50	100 %
520	Dues & Fees	0.00	594.80	950.00	950.00	355.20	63 %
530	Publications- Newspaper	138.34	138.34	400.00	400.00	261.66	35 %
550	Travel Reimbursement	0.00	532.23	1,000.00	1,000.00	467.77	53 %
551	Training & Education	0.00	325.00	1,500.00	1,500.00	1,175.00	22 %
590	Late Fee	0.00	0.00	25.00	25.00	25.00	%
605	Office Supplies	0.00	648.50	750.00	750.00	101.50	86 %
611	Copier Maintenance	0.00	657.80	1,000.00	1,000.00	342.20	66 %
614	Postage	142.40	362.60	450.00	450.00	87.40	81 %
615	Grant Writing	0.00	24,820.00	15,000.00	15,000.00	-9,820.00	165 %
620	Software - New	0.00	0.00	1,500.00	1,500.00	1,500.00	%
621	Software Maintenance Fees	0.00	5,962.83	5,580.00	5,580.00	-382.83	107 %
810	Bond Payments	0.00	21,399.53	21,931.00	21,931.00	531.47	98 %
	Account Total:	4,010.76	90,799.98	111,570.00	111,570.00	20,770.02	81 %
	Account Group Total:	13,981.61	162,380.45	219,200.00	219,200.00	56,819.55	74 %
42000 Public Safety							
42000 Public Safety							
900	Public Safety	0.00	125.00	125.00	125.00	0.00	100 %
	Account Total:	0.00	125.00	125.00	125.00	0.00	100 %
	Account Group Total:	0.00	125.00	125.00	125.00	0.00	100 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 24

51 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43000 Public Works							
43400 Water System							
433	Repairs & Maint to Water	1,733.47	32,144.02	85,000.00	85,000.00	52,855.98	38 %
434	Equip. Maintainance	64.95	3,631.77	6,500.00	6,500.00	2,868.23	56 %
462	Chemicals	1,452.00	4,410.68	7,500.00	7,500.00	3,089.32	59 %
463	Small tools and supplies for	0.00	4,091.45	5,250.00	5,250.00	1,158.55	78 %
560	Tests	55.00	2,231.00	3,250.00	3,250.00	1,019.00	69 %
700	Capital Improvements	6,400.00	7,035.00	25,000.00	25,000.00	17,965.00	28 %
710	Meter Equipment Purchased	0.00	0.00	6,500.00	6,500.00	6,500.00	%
	Account Total:	9,705.42	53,543.92	139,000.00	139,000.00	85,456.08	39 %
	Account Group Total:	9,705.42	53,543.92	139,000.00	139,000.00	85,456.08	39 %
49000							
49999 Depreciation Expense							
910	Depreciation	0.00	0.00	100,500.00	100,500.00	100,500.00	%
	Account Total:	0.00	0.00	100,500.00	100,500.00	100,500.00	%
	Account Group Total:	0.00	0.00	100,500.00	100,500.00	100,500.00	%
	Fund Total:	23,687.03	216,049.37	458,825.00	458,825.00	242,775.63	47 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 24

52 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41010 Personnel							
110	Office Wages	223.60	2,769.77	4,940.00	4,940.00	2,170.23	56 %
111	Council Wages	60.00	660.00	720.00	720.00	60.00	92 %
112	Mayor Wages	20.00	220.00	240.00	240.00	20.00	92 %
115	Water & Sewer Wages	63.64	804.97	927.00	927.00	122.03	87 %
210	Health	44.50	508.72	663.00	663.00	154.28	77 %
211	Vision	0.81	9.23	60.00	60.00	50.77	15 %
220	Social Security/Medicare	28.11	340.81	927.00	927.00	586.19	37 %
230	PERSI	44.37	488.12	1,785.00	1,785.00	1,296.88	27 %
250	Unemployment Insurance	1.62	18.32	59.00	59.00	40.68	31 %
260	Workers Compensation	0.00	0.00	132.00	132.00	132.00	%
290	Dental	2.50	28.50	145.00	145.00	116.50	20 %
	Account Total:	489.15	5,848.44	10,598.00	10,598.00	4,749.56	55 %
41100 Administration							
310	Audit & Accounting Services	0.00	390.00	390.00	390.00	0.00	100 %
320	Attorney/Legal Fees	0.00	0.00	10,000.00	10,000.00	10,000.00	%
340	Contract Labor	0.00	0.00	750.00	750.00	750.00	%
416	Electric & Gas	12.62	86.28	250.00	250.00	163.72	35 %
435	Equipment Lease Payment	0.00	0.00	3,000.00	3,000.00	3,000.00	%
437	Telephone, Telecommunications	9.21	98.73	200.00	200.00	101.27	49 %
481	Fuel Gas	0.00	0.00	50.00	50.00	50.00	%
510	Insurance - Liability	0.00	467.24	468.00	468.00	0.76	100 %
520	Dues & Fees	0.00	0.00	30.00	30.00	30.00	%
530	Publications- Newspaper	12.00	12.00	50.00	50.00	38.00	24 %
541	Monthly Service Agreement-NLSD	8,976.00	89,760.00	115,500.00	115,500.00	25,740.00	78 %
605	Office Supplies	0.00	113.18	100.00	100.00	-13.18	113 %
611	Copier Maintenance	0.00	109.60	150.00	150.00	40.40	73 %
614	Postage	0.00	136.60	150.00	150.00	13.40	91 %
620	Software - New	0.00	0.00	100.00	100.00	100.00	%
621	Software Maintenance Fees	0.00	591.21	1,050.00	1,050.00	458.79	56 %
810	Bond Payments	0.00	1,645.13	2,200.00	2,200.00	554.87	75 %
	Account Total:	9,009.83	93,409.97	134,438.00	134,438.00	41,028.03	69 %
	Account Group Total:	9,498.98	99,258.41	145,036.00	145,036.00	45,777.59	68 %
49000							
49999 Depreciation Expense							
910	Depreciation	0.00	0.00	34,000.00	34,000.00	34,000.00	%
	Account Total:	0.00	0.00	34,000.00	34,000.00	34,000.00	%
	Account Group Total:	0.00	0.00	34,000.00	34,000.00	34,000.00	%
	Fund Total:	9,498.98	99,258.41	179,036.00	179,036.00	79,777.59	55 %

CITY OF DONNELLY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 24

65 PARKS/RECREATION - DES

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 GENERAL GOVERNMENT							
41100 Administration							
	341 Pass Thru Charges	0.00	476.95	5,000.00	5,000.00	4,523.05	10 %
	Account Total:	0.00	476.95	5,000.00	5,000.00	4,523.05	10 %
	Account Group Total:	0.00	476.95	5,000.00	5,000.00	4,523.05	10 %
	Fund Total:	0.00	476.95	5,000.00	5,000.00	4,523.05	10 %
	Grand Total:	96,583.34	0.00	734,565.02	1,824,598.00	1,090,032.98	40 %

Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	6.75		
COMP HOURS (Comp Time Used)	3.50		90.05
J001 HOURS (ROAD&STREET)	202.50		5,269.28
J002 HOURS (PARKS)	64.00		1,819.75
J003 HOURS (WATER OPERATOR)	225.00		5,150.99
J015 HOURS (SHOP/OFFICE)	7.00		222.74
MCC HOURS (Mayor & City Council)	400.00		1,600.00
REG HOURS (Regular Time)	144.00		4,024.80
SICK HOURS (Sick Time)	9.00		236.00
VACA HOURS (Vacation Time Used)	51.00		1,580.25
GROSS PAY	19,993.86	0.00	
NET PAY	14,580.15	0.00	
DENTAL INS	0.00	160.00	
FIT	1,444.75	0.00	
HEALTH INS	0.00	2,848.00	
IDAHO SIT	968.00	0.00	
MEDICARE	289.89	289.89	
PERSI	1,272.96	2,120.47	
PERSI CHOICE 40	150.00	0.00	
PERSI-3	48.48	80.88	
SOCIAL SECURITY	1,239.63	1,239.63	
UNEMPL. INSUR.	0.00	103.47	
VISION	0.00	52.00	
ID FIRST BANK	6,038.06	0.00	
JP MORGAN CHASE	1,000.00	0.00	
STERLING SAVING	2,833.15	0.00	
UMPQUA	2,751.65	0.00	
US BANK	1,957.29	0.00	
FIT/SIT BASE	18,522.42	0.00	
MEDICARE BASE	19,993.86	0.00	
PERS BASE	17,729.60	0.00	
SOC SEC BASE	19,993.86	0.00	
UN BASE	18,393.86	0.00	
WC BASE	19,993.86	0.00	
Total		6,894.34	
Total Payroll Expense (Gross Pay + Employer Contributions):		26,888.20	

Check Summary

Payroll Checks Prev. Out.	\$2,295.00
Payroll Checks Issued	\$4,029.00
Payroll Checks Redeemed	\$3,264.00
Payroll Checks Outstanding	\$3,060.00
Electronic Checks	\$22,755.56

	Carried Forward	Deduction	Difference	Liab Account
Deductions Accrued	From Previous Month	Checks Issued		

Social Security	2,479.26	1,326.94	2,480.58	1,325.62	21702
Medicare	579.78	310.32	580.10	310.00	21702
Unempl. Insur.	103.47	202.98		306.45	21713
Workers' Comp	0.00				21700
FIT	1,444.75	756.57	1,441.94	759.38	21701
IDAHO SIT	968.00	552.00	969.00	551.00	21703
PERSI	3,393.43		3,393.43		21704
DENTAL INS	160.00		160.00		21706
HEALTH INS	2,848.00		2,848.00		21705
VISION	52.00		52.00		21705
PERSI CHOICE 40	150.00		150.00		21704
PERSI-3	129.36		129.36		21704
Total Ded.	12,308.05	3,148.81	12,204.41	3,252.45	

**** Carried Forward column only correct if report run for current period.



City of Donnelly

169 Halferty Street
P.O. Box 725
Donnelly, ID 83615
Telephone (208) 325-8859

To: Mayor & City Council
From: Lori Clemens, City Clerk
Re: Staff Report
Date: September 04, 2024

Utility Billings: As of Wednesday, September 04, 2024, there is \$3,074.54 (17) past due 30 days or more, in water billings.

Local Option Tax: August Receipts (July Tax) \$25,872.00

Airport:

Clerk: Preparation for New Fiscal Year

Donnelly Depot Center:

Parks & Recreation: Gazebo Update
Raquet Court Fence

Planning & Zoning:

Road & Streets: Clearing Trees/Debris from Ditches

Water: Vac-Trailer clean out Valve Cans (mainline valves in streets)
Pete Apprenticeship Training

Office Closures: September 16 – 20, 2024

Upcoming Meeting Dates: October 21, 2024, City Council Meeting